IMPORTANT INSTRUCTIONS - OPERATING MANUAL

Models: 9848M1, 9856M1 Air King Ventilation Products® **Ceiling Fan**

BUILDER'S CHOICE

READ AND SAVE THESE INSTRUCTIONS

READ CAREFULLY BEFORE ATTEMPTING TO ASSEMBLE, INSTALL, OPERATE OR MAINTAIN THE PRODUCT DESCRIBED. PROTECT YOURSELF AND OTHERS BY OBSERVING ALL SAFETY INFORMATION. FAILURE TO COMPLY WITH INSTRUCTIONS COULD RESULT IN PERSONAL INJURY AND/OR PROPERTY DAMAGE!

RETAIN INSTRUCTIONS FOR FUTURE REFERENCE.

GENERAL SAFETY INFORMATION

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electric shock and injury to person, including the following:

WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK AND INJURY TO PERSON, OBSERVE THE FOLLOWING:

1. Read all instructions before installing or using fan.
2. Use this unit only in the manner intended by the manufacturer. If you have questions, contact the manufacturer.
3. Before servicing or cleaning the unit, switch power off at service panel and lock the service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning device, such as a tag, to the service panel.
4. Installation work and electrical wiring must be done by qualified person(s) in accordance with all applicable codes and standards, including fire-related construction.

CAUTION: THIS FAN MUST NOT BE USED IN POTENTIALLY DANGEROUS LOCATIONS SUCH AS FLAMMABLE, EXPLOSIVE, CHEMICAL-LADEN OR WET ATMOSPHERES.

5. Make certain that the power source conforms to the electrical requirements of the fan.
6. The fan must be hung with at least 10 feet of clearance from the floor to the blades.
7. Completely reassemble fan according to instructions before reconnecting to power supply.

WARNING: TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE BRACKETS OR BLADES WHEN INSTALLING THE BLADES, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBLECTS IN BETWEEN THE ROTATING FAN BLADES.

8. This fan is not for use in wet or damp locations.
9. Do not use fan outdoors and never locate the fan where it may fall into a bathtub or other water container.
10. This unit must be grounded.
11. To avoid motor bearing damage and noisy and/or unbalanced impellers, keep drywall spray, construction dust, etc. off power unit.

WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, DO NOT USE THIS FAN WITH ANY SOLID-STATE SPEED CONTROL DEVICE.

SAVE THESE INSTRUCTIONS

INSTALLATION INSTRUCTIONS

CAUTION: MAKE SURE POWER IS SWITCHED OFF AT SERVICE PANEL BEFORE STARTING INSTALLATION.

SECTION 1

Installation Requirements

1. **Electrical Requirements:** This unit requires a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit.

WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR PERSONAL INJURY, PROPERLY INSTALL TO AN OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT". USE SCREWS PROVIDED WITH OUTLET BOX. MOST OUTLET BOXES COMMONLY USED FOR THE SUPPORT OF LIGHTING FIXTURES ARE NOT ACCEPTABLE FOR FAN SUPPORT AND MAY NEED TO BE REPLACED. CONSULT A QUALIFIED ELECTRICIAN IF IN DOUBT.

2. **Electrical Box:** This unit will fit any of the following electrical boxes: 4" octagon box, 3" octagon box, 1/2" deep ceiling pan, or a plaster ring with 3-1/2" mounting hole centers mounted on one of the above listed boxes. This fan will also install on a "Wiremold" No. 5738 fixture box. The electrical box must be securely anchored and capable of withstanding a load of at least 35 pounds.

CAUTION: IF ONE OF THE ABOVE ELECTRICAL BOXES IS NOT PRESENT FOR PROPER INSTALLATION, CONTACT A LICENSED ELECTRICIAN.

SECTION 2

Preparing the Ceiling Fan

1. Unpack fan from the carton and confirm that all pieces are present. The following should be present:

1 - Motor assembly	1 - Package containing:
1 - Lower canopy	4 - Flat washers
1 - Upper canopy	2 - 8/32" screws
6 - Blade lock washers	2 - #8 lock washers
6 - Blade screws	2 - #10 lock washers
1 - Downrod assembly	3 - Wire nuts
1 - J-hook bracket	2 - Wood screws
1 - Instruction/Safety Sheet	
3 - Blades	

2. Install J-Hook Bracket to an electrical box marked "Acceptable For Fan Support" using the screws provided with the outlet box. Insert the screws through the slotted holes in the bracket and attach to the electrical box. Tighten both screws **(Figure 1)**.

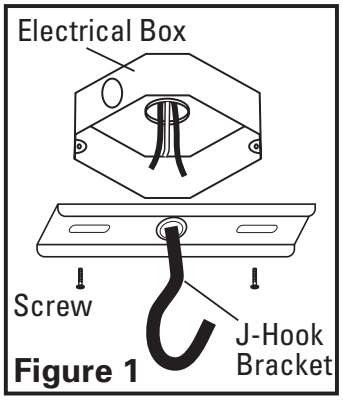


Figure 1

CAUTION: IF BRACKET AND/OR ELECTRICAL BOX ARE NOT SECURELY ATTACHED, THE FAN COULD WOBBLE.

SECTION 3

Mounting the Fan

2. Carefully lift the fan and hang on the J-Hook, ensuring that all wires are clear of the rubber roller **(Figure 2)**.

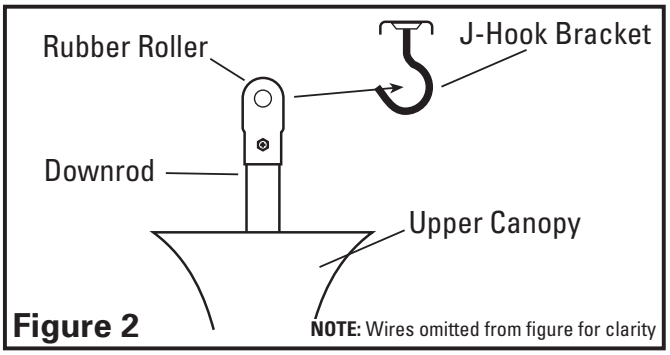


Figure 2

WARNING: FAILURE TO SEAT DOWNROD ASSEMBLY ON J-HOOK BRACKET COULD CAUSE DAMAGE TO ELECTRICAL WIRES AND CAUSE FAN TO FALL.

CAUTION: DO NOT PINCH WIRES BETWEEN THE J-HOOK AND DOWNROD ASSEMBLY.

2. Slide lower canopy down the downrod until it is snug against the motor housing. Tighten both set screws **(Figure 3)**.

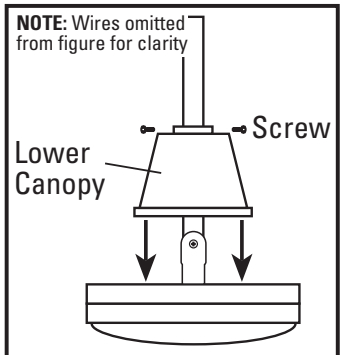


Figure 3

SECTION 4

Wiring

CAUTION: MAKE SURE POWER IS SWITCHED OFF AT SERVICE PANEL BEFORE STARTING INSTALLATION.

CAUTION: ALL ELECTRICAL CONNECTIONS MUST BE MADE IN ACCORDANCE WITH LOCAL CODES, ORDINANCES, OR NATIONAL ELECTRICAL CODE. IF YOU ARE UNFAMILIAR WITH METHODS OF INSTALLING ELECTRICAL WIRING, SECURE THE SERVICES OF A QUALIFIED ELECTRICIAN.

1. Make sure the electrical box is properly secured. Run wiring from an approved wall switch carrying the appropriate rating. One neutral (white), one ground (green or bare copper), and one hot (black lead connected to the switch).Connect the white wire from the fan to the white wire from the supply. Connect the black wire from the fan to the black (hot) wire from the wall switch. Connect the green or bare copper ground wire from the house to the green wire from the fan. Use approved methods for all connections and carefully push wires up into the outlet box **(Figure 4)**.

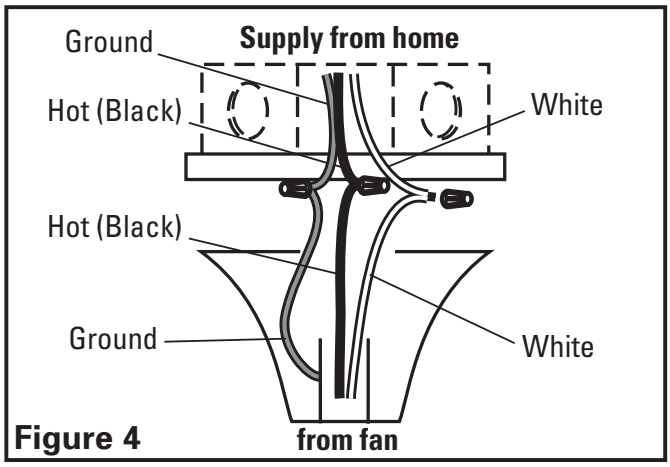


Figure 4

CAUTION: CHECK TO CONFIRM THAT ALL CONNECTIONS ARE TIGHT, INCLUDING THE GROUND, AND THAT NO BARE WIRE IS VISIBLE AT THE CONNECTIONS, EXCEPT IN THE CASE THAT A BARE WIRE WAS USED FOR THE GROUND WIRE.

2. Slide upper canopy up the downrod until it is snug against the ceiling. Tighten both set screws. **(Figure 5)**.

CAUTION: MAKE SURE THAT THE ELECTRICAL WIRES ARE COMPLETELY INSIDE THE ELECTRICAL BOX AND NOT PINCHED BETWEEN THE CEILING CANOPY AND THE CEILING.

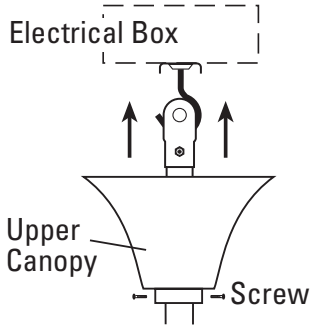


Figure 5 **NOTE:** Wires omitted from figure for clarity

SECTION 5
Installing the Blades

CAUTION: THE BLADES SHOULD BE ATTACHED TO THE FAN MOTOR AFTER IT IS HUNG AND WIRED. IF THE BLADES ARE ATTACHED WHILE THE MOTOR IS ON THE FLOOR, THE BLADES COULD GET BENT, CAUSING THE FAN TO WOBBLE.

1. Insert one screw through the spring washer, paper washer and into the motor hub. Do not tighten fully at this time **(Figure 6)**.

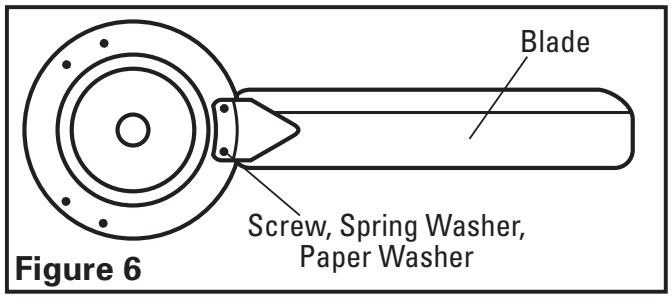


Figure 6

2. Install second screw in the same manner, then tighten both screws fully.
3. Repeat steps 1 and 2 for the 2 remaining blades.

SECTION 10
Operation

1. Restore electrical power to the wall switch by turning the electricity on at the main fuse box.
2. Check the operation of the fan by turning on the wall switch.

SECTION 11
Maintenance and Cleaning

CAUTION: MAKE SURE POWER IS SWITCHED OFF AT SERVICE PANEL BEFORE SERVICING THE UNIT.

WARNING: DO NOT DEPEND UPON THE FAN'S CONTROLS AS THE SOLE MEANS OF DISCONNECTING POWER WHEN INSTALLING OR SERVICING THE FAN. ALWAYS TURN POWER OFF AT THE MAIN FUSE BOX.

WARNING: DO NOT USE WATER WHEN CLEANING. IT COULD DAMAGE THE MOTOR OR BLADES AND CREATE THE POSSIBILITY OF AN ELECTRICAL SHOCK OR FIRE.

CAUTION: DO NOT USE GASOLINE, BENZINE, THINNER, HARSH CLEANSERS, ETC., AS THEY MAY DAMAGE THE FAN.

1. Use only a soft brush or lint free cloth to avoid scratching the finish. Abrasive cleaning agents are not required and should be avoided to prevent damage to the finish. **NEVER USE ANY ABRASIVE PADS OR SCOURING POWDERS. NEVER IMMERSE ELECTRICAL PARTS IN WATER.**
2. The fan is permanently lubricated and does not require oiling.

Troubleshooting Guide

Trouble	Probable Cause	Suggested Remedy
1. Fan will not start	1. Fuse or circuit breaker blown or OFF. 2. Loose power connections. 3. Wall Control in the off position.	1. Check main and branch fuse or circuit breaker. 2. Check line wire connections to the fan. 3. Turn wall control to desired setting.
2. Fan sounds noisy	1. Screws securing fan blades to motor housing are loose. 2. Wire nuts inside electrical box are rattling.	1. Check to be sure screws are tight. 2. Check wire nut connections in electrical box.
3. Fan wobbles or shakes excessively	1. Screws securing fan blade brackets to motor housing are loose. 2. Fan blades not seated properly 3. Fan blades out of balance.	1. Check to be sure screws are tight. 2. Check that blades are seated firmly to top of motor housing. 3. Interchanging adjacent (side-by-side) blade pairs can redistribute the weight and result in smoother operation.

LIMITED WARRANTY

All products manufactured by Air King Limited are warranted for one year from the date of purchase against defects in workmanship and/or material. In addition, all ventilating/exhaust fans, heaters, combination fan lights and/or heaters, and range hoods are guaranteed for five years from the date of purchase against defects in workmanship and/or material.

This warranty does not cover any labor or shipping costs or the cost of replacement components as part of routine maintenance such as: range hood grease filters, charcoal filters or combination charcoal/grease filters; replacement light bulbs in range hoods or bathroom fan/light/bulb heater combinations. As well, any damage or failure caused by abuse, misuse, abnormal usage, faulty installation, or improper maintenance will not be covered by this warranty.

In order to make a claim on this warranty, you must be the original consumer of the product. You will be required to present to Air King the original bill of sale showing: date of purchase, place of purchase and model purchased. Failure to meet these requirements will void your warranty.

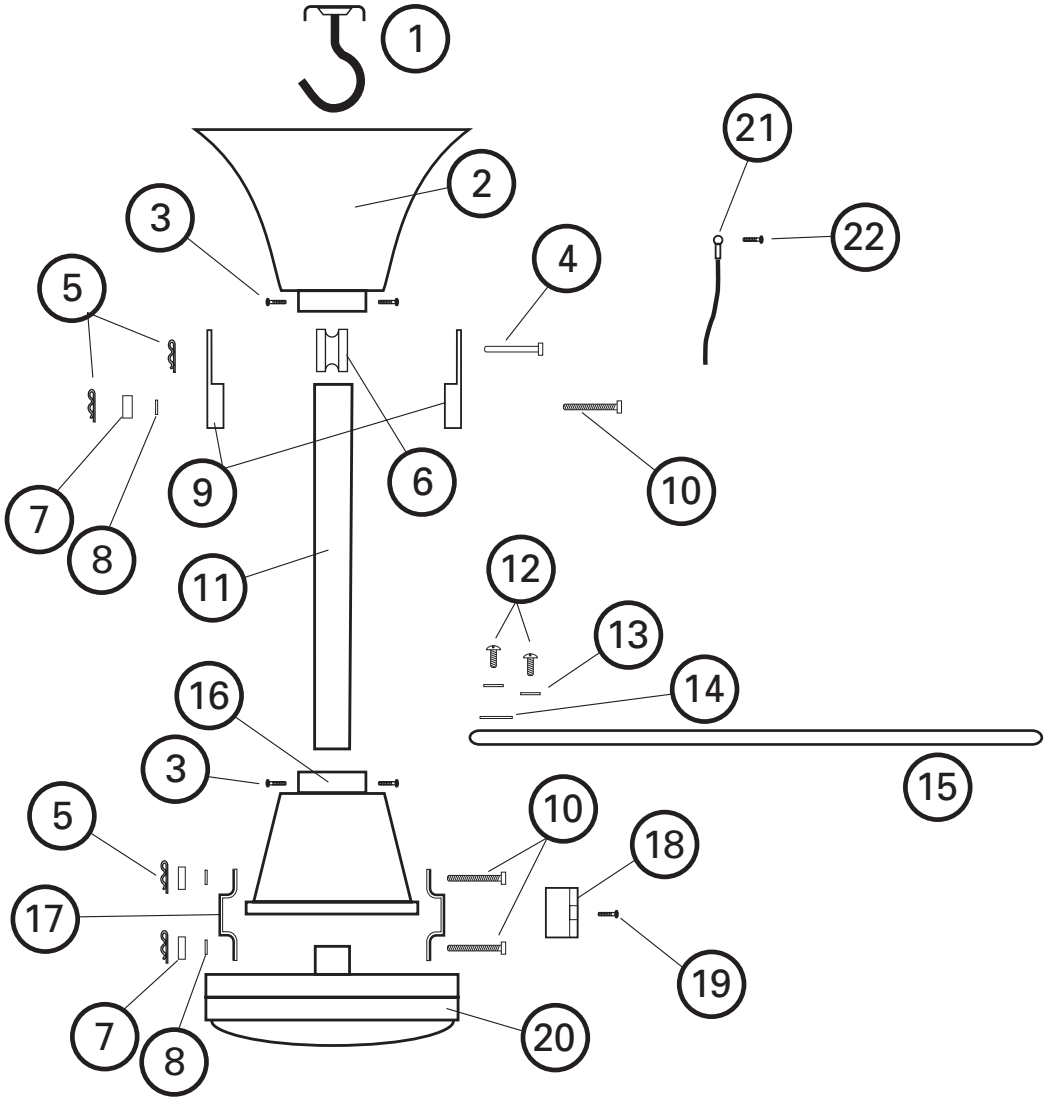
Air King will not be held responsible for any bodily injury or damages to personal property or real estate whether caused directly or indirectly by the product. Some states and provinces do not allow the exclusion or limitation of incidental or consequential damages and some states do not allow limitations on how long an implied warranty lasts, so these exclusions or limitations may not apply to you. This warranty gives you specific legal rights and you may have other rights which vary from state to state and province to province.

FOR PARTS OR TECHNICAL ASSISTANCE

Please call: 1-800-465-7300, **MONDAY THROUGH FRIDAY, BETWEEN THE HOURS OF 8 AM AND 4:00 PM EST.**
PLEASE DO NOT RETURN PRODUCT TO PLACE OF PURCHASE.

Reference the type and style of product (located on label inside of the product) when you call.
For more information please visit our website: wwwairkinglimited.com

#	Qty.	Description
1	1	J-Hook Bracket
2	1	Upper Canopy
3	4	Canopy Set Screw
4	1	Cross Pin
5	4	Cotter Pin
6	1	Rubber Roller
7	3	Hex Nut
8	3	Lock Washer
9	1	Upper Downrod Bracket
10	3	Mounting Bracket Bolt
11	1	Downrod
12	6	Blade Screws
13	6	Blade Lock Washer
14	3	Paper Washer
15	3	Blade
16	1	Lower Canopy
17	1	Lower Downrod Bracket
18	1	Capacitor
19	1	Capicitor Mounting Screw
20	1	Motor
21	1	Ground Wire
22	1	Ground Wire Screw



Installer: _____ Installation Date: _____

Place of Purchase: _____ Model Number: _____